



**A:            VISION AND MISSION STATEMENT:**

To prepare ALL children of multicultural and multi-religious backgrounds holistically and within their totalities bearing in mind the motto of this institution.

**B:            MOTTO:**

*I am the future, the future is me.....*

**C:            ETHOS: (Character/philosophy)**

- The Foundation of Learning is imperative so that our children can succeed in all walks of life.
- This school is based on a solid relationship between the school, parents and the child.

**D:            School Uniform**

Main colours: Navy blue, red, white and black

**E: POLICIES:**

**E1:            Communication with Parents**

**E2: School Excursions Policy**

**E3: Homework Policy:**

**E4:**

**E4.1:    School expectations**

**E4.2:    Unacceptable behaviour**

**E4.3:    How to deal with misbehaviour**

No corporal punishment is allowed at our school.

The following steps will be taken in order to deal with misbehaviour

1. One to one conference
2. Warning
3. Time out (10 min. away from the group)
4. Extra work
5. Removal of privileges
6. Parents to be called in if all else fails in order to clarify their role in the plan to be implemented at home
7. Only in extreme cases, and with careful and thorough collaboration between the parent and the teacher, a Psychologist or Occupational Therapist will be recommended

**E5: Feeding Policy:**

Prayer before eating:

We thank you for our food today; please help us in our work and play  
Bless us in our mind and soul, because we love you as a whole  
Protect us in our school and home,  
We ask you in the name of Vision Kidz.com

**E6: Medicine Policy:**

**E7: Inclusive Education Policy:**

**E8: Health & Safety, Including**

**F: COVID -19 SAFETY MEASURES PROTOCOLS POLICY**

**F.1: COVID-19**

**F.2: Masks, shields, gloves and resources**

**F.3: Picking up and dropping off measures**

**F.4: Procedure when staff member or a child has a temperature**

**F.5: Physical/Social Distancing & Curriculum Matters:**

**F6.2: FOOD PREPARATION AND SERVING**

**F6.3: CLEANING MATERIALS AND PPE**

**F6.4: IN-SERVICE TRAINING**

**F6.5: Staff and Learners should practice the following before leaving home**

1. Wash hands with soap and water for 20 seconds
2. Use sanitizer for extra precaution
3. Cover the face with the mask
4. Do not touch the mask after it's put on
5. Avoid touching the face
6. Remember to keep your distance from friends
7. Cough and sneeze in your elbow (if there's time enough to remove the mask)

**Parents are to ask their children the following questions every morning before arrival and then again when returning home**

- Do you have a cough?
- Do you have a fever?
- Are you struggling to breathe?
- Do you have a sore throat?

**G: Parental Involvement:**

**H: Indemnity:**

**I: Extra – Mural Activities offered:**

**J: Year Planner:**

**K: SCHOOL TIMES:**

**Time Structure:**

06h30 – 14h00 (Mon –Thurs) 12h00 (Friday)

06h30 – 17h00 (Mon –Thurs) 16h00 (Friday)

06h30 – 18h00 (Mon –Thurs) 17h00 (Friday)

Payments can be made electronically as well. Prior arrangements have to be made with the principal.

Banking details: Beneficiary Name: Vision Kidz.com

Nedbank: Promenade.

Current Account

Acc No: 120 578 6287

Branch Code: 198 165

Ref: Child's Name

**K: TRANSPORT:**

**M: REQUIREMENTS:**

**To find out more, please contact the Principal, Karrimah Jacobs at 021 374 9428 / 076 117 1167**